



The Sault Ste. Marie YMCA is accepting invitations to serve on the Board of Directors.

The Sault Ste. Marie YMCA is a charity dedicated to providing opportunities to individuals, families and community for personal growth in mind, body and spirit and service to others. We are in the midst of an exciting growth period and many new opportunities.

Applicants must have a commitment to provide guidance, based on a policy governance model structure, to the CEO. Successful candidates will be active participants of Board initiatives.

Submission deadline is August 18, 2017. Those persons interested should send their application and resume to:

Nominating Chair
YMCA Board of Directors
Sault Ste. Marie YMCA
235 McNabb Street
Sault Ste. Marie, ON P6B 1Y3

boardofdirectors@ssmymca.ca or by fax at 705-949-3344

We thank all candidates for their interest. Only those selected for an interview will be contacted

Building healthy communities



Board of Directors Job Description

Title: Member, Board of Directors

Function: To govern the affairs of the Association within the framework of the Governance Policies

Responsible to: The Board Chair

Responsibilities and Authority of the Board of Directors:

1. To formulate and approve general objectives, long term plans, strategy and policies of the Association for the benefit of members, participants and the community.
2. To employ the Chief Executive Officer of the Association
3. To approve the annual budget and all major financial matters dealing with the general operations or capital development of the Association
4. To govern and control all properties and assets of the Association and to acquire new assets or liquidate current assets as required.
5. To ensure that the affairs of the Association are managed and operated in compliance with the Constitution and By-laws of the Association.
6. To report to the members of the Association at an annual general meeting.

Specific Duties:

1. Attend Board meetings regularly, become informed on agenda items and contribute to the discussion and decisions of the Board.
2. Attend meetings of the committees to which he/she is appointed.
3. Personally be a financial supporter and participate in Association fundraising activities.
4. Take on Board leadership responsibilities as requested.
5. Be informed about the YMCA's policies, programs and services.
6. Be informed about the needs of the community and YMCA constituents.
7. Be an advocate of the Association's work and mission in his/her relationship with the community.



Board of Directors Application Form

Board membership is a voluntary activity for which an individual partakes of under their own free will. The following guidelines have been adopted to ensure that there is an understanding of the expectations and commitment expected of each Board member. In order to carry out the business of the Sault Ste. Marie YMCA there is a need for a high level of OWNERSHIP to the expectations as outlines below.

1. I will attend an orientation meeting as a Board member and participate in ongoing Board development.
2. I will make myself familiar with, and adhere to the Board Constitution and Bylaws and other orientation information available on the Sault Ste. Marie YMCA Board of Directors resource website and will update all data as it is made available.
3. I will attend all Board meetings as an active participant and will notify the CEO if attendance is not possible.
4. I will be prepared and informed on agenda items and contribute my professional expertise, knowledge and skills to the discussion and decisions of the Board.
5. I will serve as an ambassador of the Sault Ste. Marie YMCA; its mission, programs and services and act in the best interest of the Sault Ste. Marie YMCA at all times.
6. I will exercise due diligence and sound decision-making while carrying out the responsibilities of the Board.
7. I will make myself available to participate actively on task groups or special requests of the Chair.
8. I will be a champion of the YMCA's philanthropic activities.
9. I will respect confidentiality on discussions and support decisions made by the Board. I will be able to articulate Board decisions with "one voice" based upon the democratic process.
10. I will participate fully in Board strategic planning, organizational evaluation and Board evaluation for the betterment of the Sault Ste. Marie YMCA.



Board of Directors Application Form

Thank-you for your interest in the Sault Ste. Marie YMCA. Serving as a Board member is one of the most challenging and rewarding of volunteer assignments. We invite you to complete the following application and tell us about yourself! Board members have important legal and fiduciary responsibilities that require a commitment of time, skill, and resources. We want you to be well informed about the organization and ensure that you have given your commitment considerable thought before you agree to serve. We will follow up the submission of this application form with an informal interview in coming weeks, where we will provide any information you require to consider committing to this rewarding opportunity.

Name: _____

Address: _____ **Phone:** _____ (day)

_____ **Phone:** _____ (alternate)

Email: _____

1) Why are you interested in serving on the Board of Directors at the YMCA?

2) What do you know about the YMCA and its role in our community?

3) Please detail any Board, governance or volunteer experience.



Board of Directors Application Form

4) What knowledge or experiences do you think you can contribute to the Board?

Personal / Professional References

Please provide contact name(s) for employers and / or community organization(s) with which you have had previous experience and which could attest to your experience.

Organization: _____

Contact Name: _____ Phone: _____

Organization: _____

Contact Name: _____ Phone: _____

Applying for: 3 year Director position 1 Year Youth Director position

Signature: _____ **Date:** _____

*the above signature confirms my interest to apply for a position on the Board of Directors of the Sault Ste. Marie YMCA; it also authorizes the YMCA to solicit personal and professional references from the above named contacts.

A Police Vulnerable Sector Check will be required if you become a successful candidate.

Please forward this **completed application form along with a resume**, to the attention of the YMCA Board of Directors Nominating Committee, by email or fax to:

boardofdirectors@ssmymca.ca

or

705-949-3344